

**CLARK UNIVERSITY**  
**College of Professional and Continuing Education**  
**Human Resources Data**

*Name: Last (Family):* Tenis  
*First (Given):* Anzhelika  
*Middle (Paternal):* Olesisovna

**Educational background**

**1. Highest university degree**

- a. Name of degree or diploma:* Candidate of Pedagogical Sciences
- b. Year earned:* 2010
- c. University awarding the degree:* Pyatigorsk State Linguistic University

**2. Other university degree**

- a. Name of degree or diploma:* Master of Science in Professional Communications
- b. Year earned:* 2011
- c. University awarding the degree:* Clark University

**3. Other university degree**

- a. Name of degree or diploma:* Specialist in Civil Law
- b. Year earned:* 2012
- c. University awarding the degree:* International Law College, Moscow

**Employment/Research History**

**1. Current position (other than your Clark University Position):**

- Associate Professor of the Chair of English Philology  
Astrakhan State University
- Deputy Director of Methodology and the Quality of Education  
International Center of Education “Polyglot”, Astrakhan

**2. Management or leadership experience:**

Deputy Director of Methodology and the Quality of Education

- Manage professional documentation
- Develop curriculum and syllabi, long-term and short-term projects
- Lead business correspondence with international and local partners
- Conduct weekly personnel meetings
- Interview new teachers and test their professional competence
- Organize training courses, conferences and seminars

**3. University teaching experience:**

*a. Current appointment and subject matter*

Associate Professor of the Chair of English Philology

- The course of English for students of all levels
- The course of English for International Exams (TOEFL, Cambridge Exams)
- The course of Written Translation of Commercial Documentation for senior students
- The course of Teaching English as a Foreign Language for senior students
- The course of Written Translation for master`s students
- The course of Advanced Professional Communication for master`s students

*4. Experience in the United States (teaching, conferences, professional training, travel, etc.)*

Practicum in Clark University in 2011

- Taught English to foreign students
- Conducted lectures

Travelling in 2014

### **Other skills**

- Language skills – English (advanced), German (intermediate)
- Experienced computer user – MS Windows, MS Office
- Public speaking skills